

PURCHASE APPLICATION

Land Sale process is used by Idaho Department of Lands to evaluate land sale proposals for Endowment Lands.
Please provide all information to ensure that the Purchase Application is complete.

Purchase Application Instructions:

- Meet with the appropriate Area Manager prior to filing a Purchase Application (See list of Area Offices on Page 2)
 - Submit a completed Purchase Application and \$1,000 Application Fee to the appropriate Supervisory Area Office
- Note: Please read Purchase Application Information carefully for additional terms and conditions prior to filing.

Purchase Application Fee: \$1,000.00 (Nonrefundable)

APPLICANT DATA: The full legal name of the Applicant or the business entity name on file with the Idaho Secretary of State. Certificate of Good Standing must be provided for all business entities.

Applicant or Business Name:	Contact Name:
	Position or Title:
Street Address:	Mailing Address (if different from Street Address):
City:	PO Box (if applicable)
State:	Zip +4:
Email Address(es):	Work Phone:
Website Address(es):	Cell/Mobile:
Fax:	Home Phone:

The applicant must provide the following information:

- Describe and list Idaho Department of Lands parcels on Attachment A.

I hereby certify that I am the Applicant or the Authorized Representative of the Applicant and that the information contained in the Purchase Application is true and correct to the best of my knowledge, and acknowledge that falsification of any information contained herein, or provided herewith, will be grounds for rejection of the Purchase Application and forfeiture of any fees paid.

Signature

Date

Print/Type Name

Title (if applicable)

SUPERVISORY AREA

- ☐ Purchase Application Reviewed
- ☐ Purchase Application for Submittal
- ☐ Purchase Application Denied

IDL Staff Use Only

OPERATIONS CHIEF

- ☐ Purchase Application Reviewed
- ☐ Purchase Application Authorized for Submittal
- ☐ Purchase Application Denied

Area Manager

Date

Operations Chief

Date

Idaho Department of Lands – Area Offices

PRIEST LAKE AREA OFFICE

4053 Cavanaugh Bay Rd.
Coolin ID 83821
Tel No: 443-2516
FAX No: 443-2162

PEND OREILLE LAKE AREA OFFICE

2550 Hwy. 2 West
Sandpoint ID 83864
Tel No: 263-5104
FAX No: 263-0724

KOOTENAI VALLEY AREA OFFICE

Route 4, P.O. Box 4810
(South Highway 95)
Bonners Ferry ID 83805
Tel No: 267-5577
FAX No: 267-8301

MICA AREA OFFICE

3706 Industrial Ave. South
Coeur d'Alene ID 83815
Tel No: 769-1577
FAX No: 769-1597

ST. JOE AREA OFFICE

1806 Main Ave.
St. Maries ID 83861
Tel No: 254-4551
FAX No: 475-4867

CATALDO AREA OFFICE

80 Hilltop Overpass Rd.
Kingston ID 83839
Tel No: 682-4611
FAX No: 682-2991

CLEARWATER AREA OFFICE

10230 Highway 12
Orofino ID 83544
Tel No: 476-4587
FAX No: 476-7175

PONDEROSA AREA OFFICE

3130 Highway 3
Deary ID 83823
Tel No: 877-1121
FAX No: 877-1122

MAGGIE CREEK AREA OFFICE

Rt. 2 Box 190
913 Third St.
Kamiah ID 83536
Tel No: 935-2141
FAX No: 935-0905

CRAIG MT. AREA OFFICE

P.O. Box 68
Craigmont ID 83523
Tel No: 924-5571
FAX No: 924-5572

PAYETTE LAKES AREA OFFICE

555 Deinhard Lane
McCall ID 83638
Tel No: 634-7125
FAX No: 634-5117

SOUTHWEST AREA OFFICE

8355 W. State St.
Boise ID 83703
Tel No: 334-3488
FAX No: 853-6372

SOUTH CENTRAL AREA OFFICE

324 South 417 East
Suite 2
Jerome ID 83338
Tel No: 324-2561
FAX No: 324-2917

EASTERN IDAHO AREA OFFICE

3563 Ririe Highway
Idaho Falls ID 83401
Tel No: 525-7167
FAX No: 525-7178

PURCHASE APPLICATION TERMS AND CONDITIONS

(Please read carefully before filing)

IMPORTANT CONSIDERATIONS:

All endowment land transactions must be in accordance with the Idaho Department of lands (IDL) mandate to assure the highest and best use of the land and to act in the best interest of the endowments.

Endowment land sales are subject to the following Idaho constitution or statutory reference:

1. Idaho Constitution - Article IX, Sections 8 and 10
2. Idaho Admissions Act - Section 5 (a)
3. Idaho Code Sections 58-133, 58-154, 58-301, 58-313, 58-313A, and 58-314

Submission of this application does not guarantee that the land will be sold; incomplete applications will not be accepted. The Land Board or Director may determine that a sale would not be in the best interest of the endowments at any point prior to the execution of a Purchase and Sale Agreement; at which point the application would be denied.

Prior to filing an application to purchase, the applicant is required to schedule a pre-application meeting with the Area Manager in the appropriate area. See list of area offices on Page 2 of the Purchase Application.

ACREAGE LIMITATION:

Idaho Constitution Article IX, Sections 8 and 10 requires that no one individual, company, or corporation may purchase more than 320 acres of State endowment lands from the State. This 320-acre limitation is an absolute, not an annual limit. Any individual, company, or corporation intending to bid at this sale will be required to sign an affidavit to the effect that they have not exceeded this acreage limitation by previous purchases from the State, nor will they, if they are the successful bidder at this sale. Also, that they are not attempting to make any such purchase for, or on behalf of, any person, company or corporation, which will, if purchased, exceed the 320-acre limitation.

For University Endowment land, the purchase may not exceed 160.0 acres.

TRANSACTION COSTS BORNE BY THE APPLICANT

1. Purchase Application Fee: \$1,000.00 The Purchase Application Fee is nonrefundable. However, if the applicant is the successful bidder, it is applied toward total purchase price; if the applicant is not the successful bidder, the Applicant will be reimbursed by the successful bidder at close of escrow.
2. Appraisal conducted by a Department approved appraiser
3. The successful bidder will be charged a Sale Administration Fee of
 - a. 10% of Appraisal for properties valued at less than \$1,000,000
 - b. 5% of Appraisal for properties value at \$1,000,000 or more.

Other transaction costs that apply will be borne by the applicant such as Phase 1 Environmental Site Assessment, land survey, title insurance, recording fees, and other fees depending on the nature of the transaction.

If the applicant is not the successful bidder, the applicant will be reimbursed transaction costs by the successful bidder at close of escrow.

APPLICATION PROCESS

Each Purchase Application is reviewed on a case by case basis. Evaluation of the application includes but not limited to an analysis of: income potential to the endowment; proposed use; impact to adjacent endowment lands, access, proximity to existing development; parcel size; and conformance with local regulations are taken into consideration when evaluating the merits of each application.

All endowment lands shall be sold at public auction, and only after completion of a comprehensive staff evaluation; a formal appraisal has been prepared and accepted; receipt of State land Board approval; and all legal advertising requirements have been met.

Method of payment will be either cash or terms as determined by the Idaho Department of Lands and published in the public auction notice.

The auction notice shall be published once a week for not less than three successive weeks in a newspaper of general circulation, and in a newspaper of like circulation regularly published nearest the location of the lands to be sold. Additional marketing may be funded by the department on selected parcels.

The Department will strive to process all Purchase Applications through close of escrow within 6 months. However, the time frame will vary depending on the complexity of the transaction(s) currently under review and Department priorities as defined by the Asset Management Plan and the Land Board.

All application information is CONFIDENTIAL.

Attachment A

IDL Property

Parcel	Twp	Rge	Section	Subdivision	Acres	County	Type of Land (forest, range, agriculture, commercial, residential)	Name and street address of adjacent property owners	Fund (IDL Staff)
A									
B									
C									
D									
E									
F									

Desired Property Rights:

- | | | |
|------------------------------|-----------------------------|--|
| <input type="checkbox"/> Yes | <input type="checkbox"/> No | Fee simple: surface plus subsurface |
| <input type="checkbox"/> Yes | <input type="checkbox"/> No | Subsurface minerals only |
| <input type="checkbox"/> Yes | <input type="checkbox"/> No | Surface only |
| <input type="checkbox"/> Yes | <input type="checkbox"/> No | Other _____ |

Current use:

A	
B	
C	
D	
E	
F	

All application information is CONFIDENTIAL.

Provide additional information about parcels.

A	
B	
C	
D	
E	
F	

SAMPLE